G. R. S. IX-5]

Previous references.

File No. 121 - 20

1920-21

Serial Nos. 1

(G. 7.)

Later references.

GENERAL AND REVENUE SECRETARIAT.

Serial Nos. 1

Part B for December 1920

SUBJECT.

Proposals for [illegible]

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121. No. (Accounts) of Defee.

(1670: 3716-63) 10-12-20

Issues in connection with

Acceptance of proposals for

new charges in future

WD 2233—GPB—20,000—14-6-20

G. R. S. III—1] 1910

GENERAL AND REVENUE SECRETARIAT.

(97)

NOTES.

File No. 121-20

FILE HEADING.

Proposals for New Expenditure

From

No.	Dated	Received

Diary No.	Enclos.	Spare Copies.	Serial No.

BRIEF ABSTRACT OF LETTER.

NOTES AND ORDERS.

NOTES—First Sheet.

DIARY No. 2403 (4

G. R. S. III-2]

General and Revenue Secretariat.

27 Geol File No. 14 of 19 20

Serial No.

Extract from Geol file no 60-20-1

from the Director, Agriculture

no 801 & 2-11-20.

Requests that sanction may be accorded to the purchase of a Remington Typewriter or the Royal Typewriter for use in his office, the cost being met from the provision made for contingencies

The price of the typewriter required has not been mentioned. A draft sanctioning the proposal is submitted for approval or other orders.

AWS 17-11-20. (Initd) N.V.

(Initd) DES 17-11-20

First Member).

What has happened to the 3 old machines in the office. We must try & reduce expend

(Initd) ARB 20-11.

A circular should issue in the Financial department asking Heads of depts to enforce economy and not to suggest any expenditure in new proposals.

(Initd) ARB 20-11-

(Initd) CSB.

Draft as above and then pass on to Financial Secretariat for further action.

(Initd) DES 20-11-20.

If approved the above extract may be sent to the Financial Secretariat for necessary action. Geol file 60-20

NOTE—Contn. sheet.

2403

U. R. S. III-2]

General and Revenue Secretariat. | 87 File No. 121 of 1920

Serial No.

DIARY NO: 52452(A)

File No:

Serial No:

if required by them, will also be sent for reference after draft to the Director of Geology is issued.

AHS
22-11-20.

Yes
DCS
22/11/20

To the Financial Secretary)
Jeypore)

22/11

1864
23/11

DEWAN'S OFFICE.
Recd. on DEC 8 1920
No. 4102

Draft circular submitted.
mrks
4.12.20
7/12

Chief Secy
with Compts

1st member } Amended as
Dewan } noted
7/12

Secy
CCC
9.12.20

Done at once.
mrks
10.12.20
10/12

1) 71.3711-65 dt 10th Dec 20—
All HOs of Depts— Issues
instructions for submission

NOTE—Contn. sheet.

2

G. R. S. III-2]

General and Revenue Secretariat.

S.T. File No. 121 of 1920

Serial No.	
	of proposals for new charges in future.

B

13/12

NOTE—Contn. sheet.

DRAFT. B 8-0-29

Proceedings of the Government of His Highness the Maharaja of Mysore.

Order No. 7/S/16-65 dated 10th December 1920.
9-7-121-20-1

Proposals for ~~incurring~~ new charges which are being submitted for the sanction of Government indicate that sufficient attention is not being paid by Heads of Departments and Offices to limit their expenditure to the minimum. Govt. consider it therefore necessary to issue t h e following instructions to all Departments.

No expenditure for which provision is not made in the sanctioned budget estimates should be proposed. Expenditure on new items though provided for in the budget, should not be incurred unless it is absolutely necessary and if it requires sanction of a higher authority, such sanction should, under no circumstances, be anticipated. The sanctioning authorities should not permit any new item of expenditure unless it is quite unavoidable. Proposals for increase of establishments should, as a rule, not be submitted except when an establishment is required for ensuring an immediate increase of revenue. No original works of any kind should be started and the practice of undertaking new works by providing a part of the estimate of such works by re-appropriation or otherwise should ~~be stopped~~ ceased. Considerable savings on ~~the~~ unchecked grants ~~for Travelling Allowances and Contingencies~~ under certain heads are also possible, if the Heads of Departments and Offices exercise, as they are required to do, ~~the same~~ due vigilance over them, ~~as they would do~~, if the expenditure

(4

had to be met from their own private funds and strict economy should, therefore, be practised in utilising such grants. The necessity for limiting expenditure in all directions is very great and Heads of all ~~Departments~~ and Offices ~~should~~ are required to rigidly adhere to the instructions issued in this order. Public trust that they will take personal interest to see that they are carried out —

By order,

Financial Secretary to Govt.

To

All Heads of Departments & Offices.

S. O. G.

PROCEEDINGS OF THE GOVERNMENT OF HIS HIGHNESS THE MAHARAJA OF MYSORE

FINANCE DEPARTMENT

Order No. Fl. 3716-65/G. F. 121-20-1 Dated Bangalore, the 10th December 1920.

Proposals for new charges which are being submitted for the sanction of Government indicate that sufficient attention is not being paid by Heads of Departments and offices to limit their expenditure to the minimum. Government consider it therefore necessary to issue the following instructions to all Departments.

No expenditure for which provision is not made in the sanctioned budget estimates should be proposed. Expenditure on new items though provided for in the Budget, should not be incurred unless it is absolutely necessary, and if it requires sanction of a higher authority, such sanction should under no circumstances be anticipated. The sanctioning authority should not permit any new item of expenditure unless it is quite unavoidable. Proposals for increase of establishments should, as a rule, not be submitted except when an establishment is required for ensuring an immediate increase of revenue. No original works of any kind should be started and the practice of undertaking new works by providing a part of the estimate of such works by reappropriation or otherwise should cease. The practice of proposing additional expenditure on new schemes and requesting that they may be met by future savings in the departmental budget or by later reappropriation should also cease. Considerable savings on sanctioned grants under certain Heads are also possible, if the Heads of Departments and offices exercise, as they are required to do, due vigilance over them. The necessity for limiting expenditure in all directions is very great and Heads of all Departments and offices are requested to rigidly adhere to the instructions issued in this order. Government trust that they will take personal responsibility to see that they are carried out.

M. N. KRISHNA RAO,

Financial Secretary to Government.

To—All Heads of Departments.
The Deputy Commissioners of Districts.
The Secretaries to Government.